



## PLANNING COMMISSION ACTIONS

Regular Meeting  
November 17, 2003  
7:00 p.m.  
City Council Chambers  
801 Laurel Street, Menlo Park, CA 94025

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CALL TO ORDER – 7:00 p.m.

ROLL CALL – Bims, Fergusson, Fry (Chair), Halleck (Vice-chair) (Arrived at 7:02), Pagee, Sinnott (Arrived at 7:04), Soffer

INTRODUCTION OF STAFF – Hillard, O'Connell, Murphy, Smith, Thompson

A. PUBLIC COMMENTS – None

B. CONSENT – None

C. PUBLIC HEARING

1. [Use Permit/ Charlotte Cameron/440 Claire Place](#): Request for a use permit to maintain existing non-conforming hedges at heights exceeding the four-foot height limit allowed within the front setback, the three-foot height limit allowed within the 35-foot sight visibility triangle, and the seven-foot height limit allowed elsewhere on the property. **COMMISSION ACTION: M/S Sinnott/Pagee to approve as recommended in the staff report, 6-0-1 with Commissioner Fergusson abstaining.**
2. [Use Permit/Jose Luis Relinque/1022 Alma Street](#): Request for a use permit to allow for the retail sale of wine and to allow for outdoor seating associated with a deli/grocery store. **COMMISSION ACTION: M/S Soffer/Fergusson to approve as recommended in the staff report, 7-0.**
3. [Use Permit/Bill Bocook/1600 El Camino Real](#): Request for a use permit to install an emergency diesel generator outside of an existing office building. **COMMISSION ACTION: M/S Pagee/Soffer to approve as recommended in the staff report with the addition of the following condition, 7-0:**
  - **Add condition f:** The project arborist shall be on site to monitor the excavating and trenching for the concrete pad and related facilities for the generator in order to minimize adverse impacts to the surrounding trees.
4. [Use Permit Revision/Lara Ballis/1158 Chestnut Street](#): Request for a revision to a use permit to eliminate a condition of approval requiring six off-site parking spaces for a personal service establishment located in the C-3 zoning district. **COMMISSION ACTION: M/S Sinnott/Halleck to approve as recommended in the staff report, 5-2 with Commissioners Fergusson and Fry dissenting.**

5. **Zoning Ordinance Amendment/City of Menlo Park**: Amendment to the Below Market Rate Housing Program and Program Guidelines to Substitute the Consumer Price Index (Shelter) for all Urban Consumers in the San Francisco-Oakland-San Jose Area as the Index for Calculating the Annual Increase in Commercial BMR In Lieu Fees. **COMMISSION ACTION: M/S Halleck/Soffer to recommend amendments to the City Council as presented in the staff report with the following modification, 7-0:**
  - Add a reference to the Guidelines consistent with the Ordinance that the in-lieu will either increase according to the index or remain the same if there is no increase in the index but in no case will the fee decrease.
6. **Use Permit/Jing Quan/20 Kelly Court**: Request for a use permit to construct a mezzanine of approximately 1,384 square feet and modify the mix of office, assembly and warehouse uses on the existing first floor of a nonconforming building in which the value of the new work exceeds 25 percent of the assessed valuation of the structure and a use permit for the storage and use of hazardous materials on the property. ***Prior to the meeting, continued to the meeting of December 1, 2003.***

**D. REGULAR BUSINESS – None**

**E. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS**

- Staff reported on the recently distributed version of the Zoning Ordinance that includes amendments from June 2001 through June 2003 on the following topics: public art, Allied Arts, El Camino Real service stations, and secondary dwelling units.
- Commissioners and staff discussed the distribution of the Commissioners' packet for the December 1, 2003 meeting as it relates to the Thanksgiving Holiday week.
- Commissioners inquired about the scheduling for the Residential Review Ordinance and staff reported that the item is scheduled to return to the Council on December 16, 2003. The Negative Declaration is going to be revised and re-circulated with a 20-day review period starting on November 25, 2003 and ending on December 16, 2003.

**ADJOURNMENT – 8:35**

**Future Planning Commission Meeting Schedule**

Regular Meeting	December 1, 2003
Regular Meeting	December 15, 2003
Regular Meeting	January 12, 2004
Regular Meeting	January 26, 2004
Regular Meeting	February 9, 2004
Regular Meeting	February 23, 2004